



Cincinnati Police Department
STAFF NOTES

January 3, 2006

Colonel Thomas H. Streicher, Jr., Police Chief

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1. REVISED ORGANIZATIONAL CHART AND ORGANIZATIONAL NARRATIVE

Attached to these Staff Notes are current copies of the Department's organizational chart and organizational narrative.

2. COURT HOLIDAY – MARTIN LUTHER KING DAY

On Monday, January 16, 2006, the Hamilton County Municipal Court will celebrate the Martin Luther King Day holiday. Room A will be open in the morning only; all other courtrooms will be closed.

Police officers are reminded not to issue citations of any type requiring a court appearance on this date.

3. COMPLETING FORM 534, CONTACT CARD

Officers are reminded that the front of the contact card must be completed in its entirety. Procedure 12.554, Investigatory Stops, states, "In all instances where a contact card is required, all fields on the front of the card must be completed." Contact cards will be reviewed and approved by a supervisor.

Contact cards are being returned from Records Section due to missing information. Completed cards allow Records Section to enter the information in a timely manner.

4. OHIO INCIDENT-BASED REPORTING SYSTEM CERTIFICATION

The Office of Criminal Justice Services has determined that the Cincinnati Police Department meets the standards required to be an active participant in the Ohio Incident-Based Reporting System (OIBRS). The system provides research on crime trends in the State of Ohio.

Due to the Department's involvement in submitting data, the Police Department received recognition as "OIBRS Certified" which acknowledges the Department's contribution of valuable information.

5. DEPARTMENT TRAINING ATTENDANCE

Department members are reminded all Department training starts promptly at the designated times. Members are to be at training accordingly by making the necessary arrangements required to ensure they arrive on time for training. This includes taking traffic and weather conditions into consideration. Members arriving late will not be admitted to the training until they have conferred with an on-site Training Section supervisor. The Training Section supervisor will determine the proper course of action. The supervisor will either allow members to attend training or direct them to return to their unit of assignment for the remainder of the day. Members are also reminded adherence to the dress code will be enforced; uniform of the day or conservative business attire, unless otherwise noted in the training memo.

Members should refer to Rule 3.01, Sections (A)(B)(E) regarding Departmental standards relating to attendance and attire.

Questions may be directed to Lieutenant Anthony Carter, Training Section, at 352-3562.

6. TRAINING CURRICULUM COMMITTEE

The Police Academy is looking for sworn and non-sworn members of the Department to be a part of the Training Curriculum Committee. This committee will meet quarterly to recommend and review new training curriculum for both sworn and non-sworn members. A two-year commitment is required to be a member of this committee.

Anyone interested in becoming a member must submit a Form 17 through the chain of command by January 13, 2006. All questions may be directed to Lieutenant Anthony Carter, Training Section, at 352-3562.

7. CITIZENS' POLICE ACADEMY FLYER

Attached to these Staff Notes is a flyer promoting the Citizens' Police Academy. In an effort to better promote the Citizens' Police Academy, neighborhood officers are asked to distribute this flyer at their community meetings.

8. THANK YOU LETTERS

Attached to these Staff Notes are several letters of appreciation and praise written to the Police Chief for the professionalism displayed by our Department and specifically the following officers:

Sergeant Andre Smith
Police Officer Josh Phillips

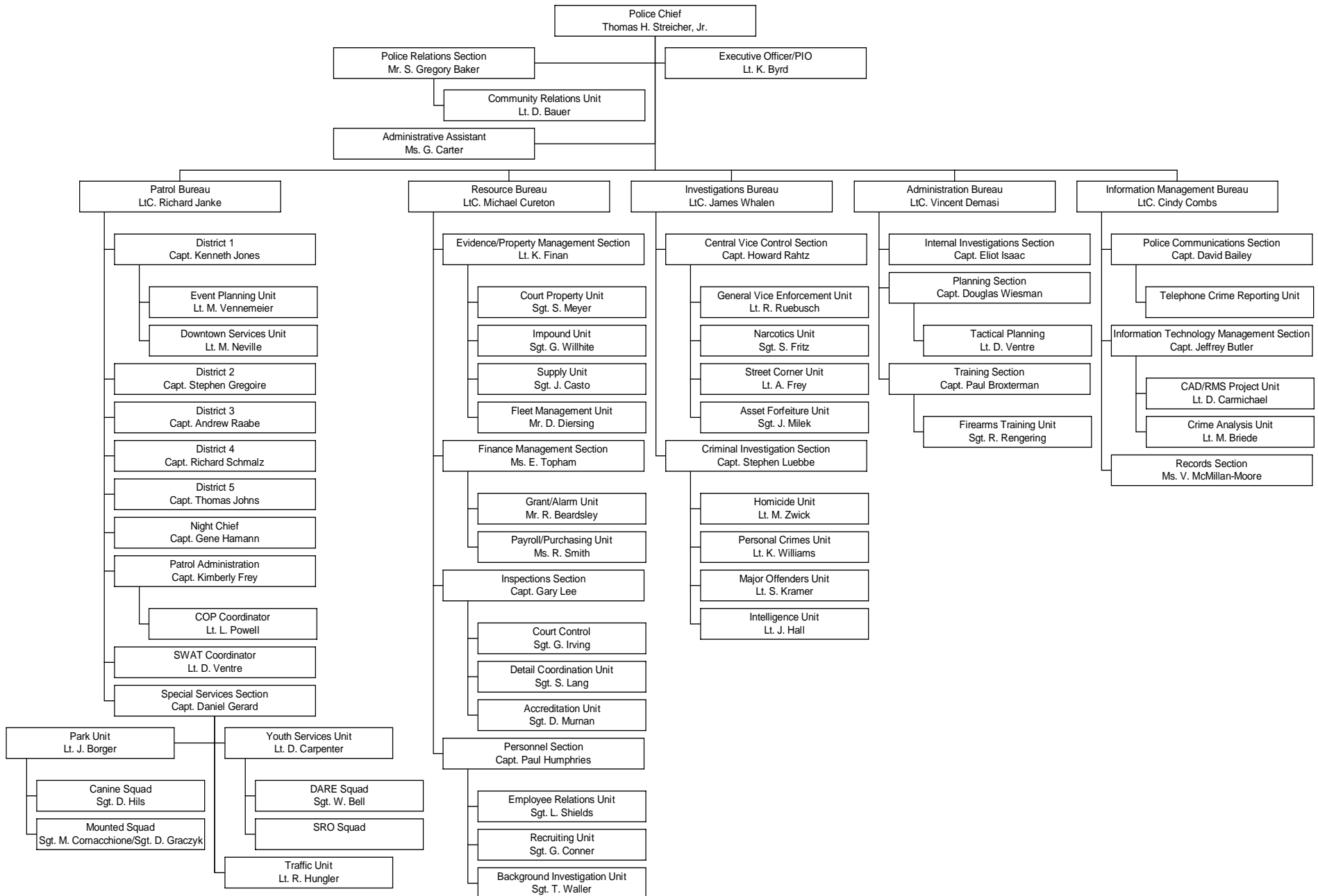
Police Officer Gregg Coleman
Police Officer Charlie Gardner

COMMENDATION FOR THE WEEK OF 01/03/06-01/09/06

**LIEUTENANT MARK J. VENNEMEIER
EVENT PLANNING UNIT
DISTRICT ONE**

Throughout 2005, all sworn members of the Police Department participated in firearms training and qualification at the Firearms Training Unit. A portion of that training involved a scored tactical shooting course requiring the officers to engage multiple targets from various covered positions and while moving. Lieutenant Mark Vennemeier achieved the best score out of all the officers who participated with a course time of 32.13 seconds. Lieutenant Vennemeier's proficiency with his firearm, ability to overcome shooting obstacles and dexterity under simulated stress were all tested during his notable performance. Lieutenant Vennemeier is deserving of this commendation for his commitment to excellence and the skill he displayed while engaged in this training exercise.

Cincinnati Police Department
01/03/06



THE CINCINNATI POLICE DEPARTMENT

ORGANIZATIONAL NARRATIVE

January 3, 2006

The Police Department is the primary law enforcement agency of the City, existing under provisions of Article IV, Section 3, of the Administrative Code of the City of Cincinnati. The primary responsibilities of the Police Department are:

- Prevention of crime
- Protection of life and property
- Suppression of criminal activity
- Apprehension and prosecution of offenders
- Regulation of non-criminal conduct
- Preservation of public peace

Under the command of the Police Chief, the Police Department's responsibilities are divided among five bureaus: Patrol, Resource, Investigations, Administration, and Information Management.

MISSION STATEMENT

The mission of the Cincinnati Police Department is to work in partnership with the citizens of the community to provide a safe environment where the quality of life may be improved through the delivery of fair and impartial police services.

VALUES

We value human life and dignity.

We value integrity as the basis for community trust.

We value the fair and impartial enforcement of Federal, State, and Local Laws and the rights of the accused.

We value professional excellence.

We value all members of the Department, both sworn and non-sworn.

EXECUTIVE OFFICE

The **POLICE CHIEF** is responsible for Police Department operations. The Chief coordinates, organizes, directs, and controls activities. The Chief also implements policy and makes necessary personnel and procedural changes to ensure the effective operation of the Department. Bureau Commanders, the Police Relations Section Executive Manager, the Public Information/Executive Officer, and the Administrative Assistant are directly accountable to the Police Chief.

The **POLICE RELATIONS SECTION**, directed by an Executive Manager, is responsible to the Police Chief for developing policy as it relates to public safety and policing issues. Areas of responsibility and focus include community relations. This section is also responsible for the City and Department implementation and compliance with the terms and conditions contained within the U.S. Department of Justice Memorandum of Agreement and the Collaborative Agreement. The Executive Manager of Police Relations Section serves as the Cincinnati Police Department Compliance Coordinator for the U.S. Department of Justice Memorandum of Agreement and Departmental liaison to the Independent Monitor.

The **Community Relations Unit** provides assistance to the Executive Manager of Police Relations on activities and projects that facilitate the implementation of the terms and conditions of the U.S. Department of Justice Memorandum of Agreement and Collaborative Agreement. The unit is responsible for coordinating community involvement in Police Department operations with the goal to reduce crime and improve citizen and police safety.

The **EXECUTIVE OFFICER** is a lieutenant who serves as an aide-de-camp to the Police Chief. He becomes familiar with the daily activities of the command staff, including their decision making process and operating procedures. He attends staff and special meetings, reviews and coordinates written correspondence and performs other duties as directed by the Police Chief. He is also in charge of the Public Information Office.

Public Information Office is the Department's liaison with the media.

This office prepares press releases and facilitates general and internal Police Department communications.

The **ADMINISTRATIVE ASSISTANT** coordinates Department affairs affecting the Police Chief's Office. The Assistant is the liaison between the Police Chief, Bureau Commanders and other City agencies. The Assistant attends staff and special meetings, reviews and coordinates written correspondence, and performs

other duties as directed by the Police Chief. The Assistant also serves as the contact person for the various community and business groups. A non-sworn Administrative Specialist fills this position.

PATROL BUREAU

This bureau, commanded by an assistant chief, performs all primary police functions. Bureau personnel respond to citizen requests for police assistance, enforce criminal and traffic laws, investigate criminal activity, take offense reports and regulate non-criminal conduct. It consists of the five police districts, a Night Chief, Patrol Administration, Community Oriented Policing, Special Services Section and SWAT.

DISTRICTS: The City of Cincinnati is divided into five police districts, each commanded by a captain who is responsible for operations and personnel deployment. Police officers assigned to the districts for uniform patrol activity are generally divided into three fixed shifts. Each shift is commanded by a lieutenant. The first shift has starting times of 0600 and 0700 hours. The second shift has starting times of 1300, 1400, or 1500 hours, depending on service demands of that district. The third shift has starting times of 2200 or 2300 hours.

The second shift is supplemented by an early power shift and has a starting time between 1000 and 1300 hours. Third shift is supplemented by a late power shift and has a starting time between 1900 and 2100 hours. This increases field strength during early afternoon and evening hours when the service demand is higher.

The districts provide uniformed patrols in a variety of ways. In addition to marked vehicle and foot patrols, each district contains a Mountain Bike Squad. These officers provide a full range of police services. The district efforts are supplemented by mounted and canine patrols.

Each district has an investigative unit commanded by a lieutenant. This unit investigates crimes occurring within the district. When necessary, the unit coordinates these investigations with the Criminal Investigation Section (CIS) of the Investigations Bureau.

Each district fields a Neighborhood Squad, which is supervised by a sergeant with officers assigned to each individual neighborhood. These officers perform the full range of police duties in addition to serving as a liaison with the community. The neighborhood officer is the linchpin of the Community Oriented Policing effort.

Each district fields a Violent Crimes Squad (VCS) consisting of seven officers and a sergeant. VCS officers concentrate on responding to and investigating reports of violent crimes. They also serve outstanding warrants to arrest and incarcerate the subjects committing these violent crimes.

Each district assigns officers to perform specialized law enforcement tasks that include crime prevention, community relations, vice enforcement activities, traffic control, crime analysis and warrant service.

Event Planning Unit, commanded by a lieutenant, plans for police presence at special events, coordinates the response of all City Departments and handles permits. As the vast majority of these major events occur in the downtown and riverfront area, the Event Planning Unit is organizationally placed in District One. Should a major event occur in another district, the Event Planning Unit assists that district's personnel in ensuring a proper police presence is maintained.

Downtown Services Unit is commanded by a lieutenant and staffed with personnel who are responsible for the policing of the Central Business District. Uniformed patrol officers who are assigned to this unit provide a police presence to the Downtown neighborhoods. Through the use of foot, bicycle, and motorcycle patrols, officers are able to interact with downtown merchants, residents and customers.

The **NIGHT CHIEF** is responsible for providing a command presence for the Police Department during the evening and overnight hours. This captain position carries Department-wide responsibilities.

PATROL ADMINISTRATION, commanded by a captain, coordinates and reviews reports and other information submitted by the districts and Night Chief. The commander serves as the deputy commander/administrative liaison for the Patrol Bureau and, for administrative purposes, supervises the COP Coordinator.

Community Oriented Policing (COP) Coordinator is a lieutenant responsible for the progression of the COP philosophy in the Department. The COP Coordinator guides the districts' COP sergeants and neighborhood officers as they work to develop neighborhood based collaboratives with citizens. The COP Coordinator serves as the clearinghouse for information on community policing.

SPECIAL WEAPONS AND TACTICS (SWAT) COORDINATOR, is a lieutenant responsible for supervising all SWAT officers and SWAT activities. All SWAT officers have full time responsibilities in the various districts, sections and units. SWAT trains as a unit on a regular basis and responds to hostage, barricaded person and other high-risk situations as needed. SWAT is composed of two elements - Tactical and Negotiations. These units complement each other and both report to the SWAT Commander.

SPECIAL SERVICES SECTION, commanded by a captain, is responsible for the Park Unit, Canine Squad, Mounted Squad, Youth Services Unit, Drug Abuse

Resistance Education (DARE) Squad, School Resource Officer (SRO) Squad and the Traffic Unit.

Park Unit, commanded by a lieutenant, is responsible for patrol of the City's 141 park areas, which encompass 4,765 acres of land. This unit is committed to providing a more visible police presence and improving safety in City parks. Other responsibilities include response to citizen requests for assistance, enforcement of criminal and traffic laws, regulation of non-criminal conduct, reporting incidents and offenses, investigation of criminal activity and enforcement of park rules. The Park Unit is responsible for the planning and coordination of events in the parks. The Park Unit Commander is also responsible for the supervision of the Canine and Mounted Squads.

Canine Squad, supervised by a sergeant, is responsible for assisting district officers in high-risk search situations. On a cooperative basis, in conjunction with the mutual aid agreements, the canine teams can be used by other police agencies within Hamilton County, with approval of a command officer.

Mounted Squad, supervised by two sergeants, directs all equestrian activities including scheduling, training, stable management, veterinary and farrier services. The Mounted Squad

provides an added dimension to policing: visibility, mobility and travel into areas not accessible by any other vehicles. Mounted Squad officers patrol all areas of the City, including the downtown business district, with emphasis on Fountain Square and the Central Riverfront. The unit is also available to provide special services to the districts upon request.

Youth Services Unit, commanded by a lieutenant, is responsible for the administration and services related to juveniles. Youth Services Unit includes the Drug Abuse Resistance Education (DARE) Squad and School Resource Officer (SRO) Squad. This unit is committed to the development and perpetuation of programs designed to prevent and control juvenile delinquency. The responsibility for participating in or supporting the agency's juvenile operations function is shared by all agency components and personnel.

DARE Squad, supervised by a sergeant, is responsible for implementing and coordinating the DARE program. Kindergarten through eighth grade classes are instructed by police officers in all Cincinnati public schools and selected private schools. Fundamental courses are given to kindergarten through fourth grade students. The core of the program is taught to fifth grade students and upon successful completion they graduate from the

DARE course. Reinforcement classes are then given to students in grades six through eight.

School Resource Officer (SRO) Squad, supervised by a sergeant, consists of uniformed personnel working in the schools providing community police services to the school population.

Traffic Unit, commanded by a lieutenant, is responsible for coordinating the Department's traffic efforts. It has staff supervision over the Department's selective enforcement program and other specialized traffic related programs. The responsibilities of this unit include radar and intoxilyzer training and certification, fatal accident investigation, assisting the Federal Aviation Administration (FAA) and the Ohio State Patrol (OSP) in aircraft crash investigations and assisting the Ohio Department of Natural Resources (ODNR), Division of Watercraft, in boat crashes. The unit also acts as a liaison and an implementation site for state programs such as the seat belt and holiday drunk driving programs. The unit supervises and coordinates private police officers, school crossing guards and the Public Vehicles/Private Police Squad.

RESOURCE BUREAU

This bureau, commanded by an assistant chief, performs a variety of functions that support the operation of the Department. It oversees the operation of the Evidence/Property Management Section, Finance Management Section, Inspections Section, and Personnel Section. It is responsible for the Court Property Unit, Impound Unit, Supply Unit, Fleet Management Unit, Grant/False Alarm Reduction Unit, Payroll/Purchasing Unit, Court Control Unit, Detail Coordination Unit, Accreditation Unit, Employee Relations Unit, Recruiting Unit, and Background Investigation Unit.

EVIDENCE/PROPERTY MANAGEMENT SECTION, commanded by a lieutenant, is responsible for any property held by the Department for the courts or other purposes.

Court Property Unit, supervised by a sergeant, tracks, maintains custody, and disposes of items found, confiscated, forfeited or held as evidence. It is responsible for auctioning unclaimed property and for the destruction of drugs and weapons.

Impound Unit, supervised by a sergeant, receives, secures, and disposes of impounded and seized vehicles. These originate from DUI and suspension arrests as well as law violations. It auctions unclaimed and

forfeited vehicles, and exercises supervision of private towing companies on the police rotation towing list.

Supply Unit, supervised by a sergeant, orders, receives, stores and distributes items needed by the Department to maintain normal operations. This responsibility includes paper forms, firearms and related equipment as well as uniform orders and maintenance. This unit receives supply requisitions from the other Department units and directs an annual inspection of uniform parts and other Department issued equipment.

Fleet Management Unit, managed by a non-sworn Automotive Equipment Supervisor, ensures the vehicular needs of the Department are met. The unit plans for future vehicular needs, maintains a liaison with the Division of Fleet Services and monitors vehicle usage by Department personnel. This is accomplished by maintaining records of mileage, service, accidents and damage involving Department vehicles, as well as from periodic and special reports.

FINANCE MANAGEMENT SECTION is directed by a non-sworn Supervising Accountant. The primary functions are the preparation and administration of assigned program budgets and the effective control and audit of the Department's expenditures. Other functions of this section include administration and maintenance of all the Department's payroll records, review, analysis and

approval of all financial documents, and coordinating the Department's capital improvements. It controls financial statements and reports for the Department's general operating and restricted purpose funds and enforcement of the City's false alarm and direct alarm system ordinances.

Grant/False Alarm Reduction Unit is managed by a non-sworn Senior Accountant. The grant function includes reviewing current publications for available funding, preparing and submitting grant applications, and administering the grant programs. They also monitor and audit all of the grant projects. False alarm reduction responsibilities include enforcement of the False Alarm Ordinance by issuing warning letters and penalty notices, recommending fees be initiated against individuals and businesses that have excessive false hold up and burglar alarms, collecting fines, and responding to penalty appeals from subscribers. The unit also processes any other Department receivables.

Payroll/Purchasing Unit is managed by a non-sworn Senior Accountant. The purchasing function includes logging purchase requests, initiating purchase orders or contracts, and processing invoice payments for all material and service requirements of the Department. The unit also monitors and processes payroll for both sworn and non-sworn employees. Employee travel requests are also approved and funded through this unit.

INSPECTIONS SECTION, commanded by a captain, monitors the activity of the Department through staff inspections and unannounced inspections conducted on a random basis. The Inspections Section also coordinates the Department's random drug-testing program. At the annual uniform inspection, this section monitors the condition of issued equipment and ensures compliance with Department dress and grooming standards. Inspections Section also conducts critical reviews of all use of force incidents and serves as the Department's central record repository for all use of force incidents. This section is also responsible for ensuring the Department meets CALEA standards.

Court Control Unit, supervised by a sergeant, is the police liaison with the local judiciary and manages police officer attendance in court by monitoring officers' court appearances. This unit verifies attendance, time spent in court by officers, as well as ensuring the Police Department dress and grooming standards are met. The Court Control supervisor randomly visits courtrooms to monitor officers' testimony and case preparation.

Detail Coordination Unit, supervised by a sergeant, coordinates all outside employment extension of police service details. This unit also maintains the Police Department's outside employment activity records for all officers. These records are reviewed monthly to ensure compliance with Department policy. The Detail Coordination Unit supervisor also conducts audits and random inspections of outside employment details.

Accreditation Unit, supervised by a sergeant, is responsible for the daily activities required to maintain the Department's accredited status by the Commission on Accreditation for Law Enforcement Agencies (CALEA). The unit develops and maintains the required proofs of compliance, functions as a liaison with other Department components regarding accreditation matters, and is the liaison between the Department and CALEA.

PERSONNEL SECTION, commanded by a captain, maintains employee personnel records, coordinates personnel assignments and maintains a liaison between Police Department employees, the City physician, the police psychologist and the City's Human Resources Department. It also processes Family Medical Leave Act (FMLA) requests, coordinates Americans with Disabilities Act (ADA) requests, monitors the injured with pay (IWP) process, coordinates the sick leave request process, monitors the grievance process and maintains records concerning the Police Department's Affirmative Action Plan. Personnel Section is also responsible for the Recruiting Unit and Background Investigation Unit.

Employee Relations Unit, supervised by a sergeant, assists Police Department employees engaged in the retirement or resignation process. The sergeant is also the liaison to the Police Pension Board and City Retirement Office.

Recruiting Unit, supervised by a sergeant, is responsible for the coordination of the police recruit selection process. The Recruiting Unit assists the City Human Resources Department with recruiting and testing of applicants.

Background Investigation Unit, supervised by a sergeant, is responsible for conducting background investigations for the Police Department and some other City Departments.

INVESTIGATIONS BUREAU

This bureau, commanded by an assistant chief, consists of the Central Vice Control Section and the Criminal Investigation Section. This bureau handles investigations and gathers intelligence involving vice activity, homicides, sex crimes, crimes against children and property crimes.

CENTRAL VICE CONTROL SECTION, commanded by a captain, is responsible for the operation of the General Vice Enforcement Unit, the Regional Enforcement Narcotics Unit (RENU), the Street Corner Unit and the Asset Forfeiture Unit.

General Vice Enforcement Unit, commanded by a lieutenant, enforces laws related to liquor, prostitution, gambling, drugs, obscenity, pornography and regulatory violations. It coordinates Department enforcement activity in these areas and provides a central repository for related records and vice intelligence information.

Regional Enforcement Narcotics Unit, supervised by a sergeant, has personnel assigned to the Regional Enforcement Narcotics Unit (RENU). RENU is a multi-agency organization which investigates primary sources for the suppliers of illicit drugs into Greater Cincinnati.

Street Corner Unit, commanded by a lieutenant, is responsible for undercover personnel assigned to investigate street and mid-level drug activity. The unit includes two drug detection canines.

Asset Forfeiture Unit, supervised by a sergeant, is responsible for assuring all seized and/or forfeited assets are appropriately processed through the federal and local court systems.

CRIMINAL INVESTIGATION SECTION (CIS), commanded by a captain, is comprised of the Homicide Unit, Personal Crimes Unit, Major Offenders Unit and Intelligence Unit.

Homicide Unit, commanded by a lieutenant, investigates homicides, all violent or suspicious deaths, fire deaths, police shootings, police use of force resulting in hospitalization, prisoner deaths while in custody, potentially fatal assaults, felony patient abuse and neglect cases, kidnappings and abductions. The Homicide Unit also maintains a central file of confiscated weapons. The unit administers the Department's Robbery Apprehension Program (RAP) and is the Department's liaison with the Hamilton County Coroner's Office. The Homicide Unit is also responsible for the direct supervision of the Criminalistics Squad.

Personal Crimes Unit, commanded by a lieutenant, is responsible for investigating rapes and other sexual assault offenses, missing persons, child stealing and certain other crimes against children. It acts as a liaison with the Hamilton County Juvenile Court and other social support organizations. The unit also coordinates and schedules all polygraph and computer voice stress analyzer examinations.

Major Offenders Unit, commanded by a lieutenant, coordinates citywide investigative efforts for burglary, auto theft, fencing of stolen property and organized criminal activity. The unit is responsible for the operation of the Financial Crimes Squad which conducts investigations of financial institution robberies, fraud, forgery, credit card fraud, check embezzlement, extortion, coercion, and bribery offenses. The unit administers the Crimestoppers and Rapid Indictment programs.

Intelligence Unit, commanded by a lieutenant, gathers, analyzes, stores and disseminates information concerning organized crime, terrorist activity and criminally violent groups. The unit monitors threats against public safety, threats against public officials and threats against police officers. It maintains a network of communication with regional and national intelligence organizations.

ADMINISTRATION BUREAU

This bureau, commanded by an assistant chief, is responsible for coordinating and performing inter-bureau planning tasks, and special research evaluation studies.

This bureau consists of the Internal Investigations Section, Planning Section, and Training Section.

INTERNAL INVESTIGATIONS SECTION, commanded by a captain, is responsible for investigating citizen complaints of a serious nature, complaints of alleged police misconduct, and use of force incidents that result in serious injury or death. This section coordinates pre-disciplinary hearings in conjunction with the Department hearing officer(s) and coordinates investigation of complaints referred by the Citizen Complaint Authority.

PLANNING SECTION, commanded by a captain, is responsible for planning, research, and the development of programs that maximize the effective use of Department personnel and resources. Planning Section is also responsible for tactical planning, long-range planning, developing forms and procedures, and conducting legal research.

Tactical Planning, commanded by a lieutenant, engages in planning and preparation for critical incidents including terrorist threats and civil disorder. Other functions include acting as a liaison with businesses,

organizations, and government agencies, training Department and City personnel, and acquiring and deploying new strategies and equipment.

The **TRAINING SECTION**, commanded by a captain, develops and conducts training programs for the Police Department. This includes recruit, in-service and firearms training in both live fire and the firearms simulator (FATS). Training Section conducts training in the areas of supervision, management, physical fitness, self-defense, officer survival, interpersonal skills, legal issues and current topics. The Training Section coordinates numerous outside training requests, FBI training programs and computer training programs. The staff produces training memos and training video programs for Department use at roll calls. Training Section also conducts the Citizen Police Academy and Student Police Academy.

Firearms Training Unit, supervised by a sergeant, is responsible for the Department's live firearms training. The unit conducts annual firearms qualifications for all sworn personnel and firearms instruction for police recruits. It inspects, repairs, and evaluates Department firearms and makes recommendations on appropriate ammunition for Department use.

INFORMATION MANAGEMENT BUREAU

This bureau, commanded by an assistant chief, is responsible for maintaining auxiliary services which include answering citizens' calls for police, fire and emergency medical services. It also is responsible for data collection and retrieval, upgrading/maintenance of technology and information systems, World Wide Web page construction and management, and crime analysis and mapping. This bureau consists of the Police Communications Section, Information Technology Management Section, CAD/RMS Project Unit, Crime Analysis Unit, and Records Section.

POLICE COMMUNICATIONS SECTION, commanded by a captain, operates a combined police, fire and emergency medical services (EMS) radio communications system. The section receives all citizen requests for police, fire and emergency medical service. All police operations are dispatched from this section. Reports of stolen and recovered vehicles and license plates are processed by this section. Dispatchers use computer aided dispatching (CAD) and an enhanced 911 phone system. The unit also coordinates the use of Department telephones (including cellular), pagers and Mobile Data Terminals (MDT). The section maintains computer interface with the National Crime Information Center (NCIC), Ohio Law Enforcement Automated Data Systems (LEADS) and the Regional Crime Information Center (RCIC). The section maintains a voicemail service to all local news media. Police Communications Section provides intra-Department mail service. Notifications for coordinated

response to critical incidents are also managed by the section. Responsibility for the set-up and staffing of the Emergency Operations Center is also a function of the staff.

Telephone Crime Reporting Unit (TCRU), supervised by a sergeant, receives and processes minor complaints and offense reports by telephone.

INFORMATION TECHNOLOGY MANAGEMENT SECTION, commanded by a captain, assists and supports all levels of the Department in planning, installation and utilization of information technology, crime analysis and mapping. It is responsible for fulfilling the computer/technology needs of the Police Department, including business computers, networking, application services, etc. This section also coordinates and serves as a focal point for the communications between the Internet worldwide community and the Police Department. The section commander represents the Department at information technology related meetings.

CAD/RMS Project Unit, commanded by a lieutenant, is responsible for coordinating the Department's efforts in developing and implementing a new Computer Aided Dispatch (CAD) System and Records Management System (RMS). The project manager will act as the primary liaison between the primary vendor, sub contractors, and other City Departments

to see the implementation through on time and within budget. This position is a temporary position lasting the life of the project, which is expected to be two to three years.

Crime Analysis Unit, commanded by a lieutenant, is responsible for coordinating the collection of data the Department considers beneficial from external sources for dissemination to all crime analysts throughout the Department, to coordinate training for analysts, review new information sources for possible use by the Department, and coordinate/prepare Department-wide reports for use by the command staff.

RECORDS SECTION, directed by a non-sworn Director, receives, reviews and files most criminal offense reports, auto accident reports and related records. This includes reports of offenses committed, criminal and traffic arrests, missing persons, homicides, traffic stop data, and gun registrations. It is responsible for maintaining the Department's computerized criminal and traffic arrest/conviction histories, entering data to generate criminal and traffic court dockets, court information sheets and statistical reports. This section processes traffic violation citations, Ohio Crash Reports and applications for firearm transfers and registration. All public records requests are coordinated by this section.

CITIZENS' POLICE ACADEMY

**Come learn more about the
Cincinnati Police Department!**

Applications are now being accepted for the next
Citizens' Police Academy.

WHEN: Wednesday evenings for 8 weeks

Time: 6:00 – 9:00 PM

Where: Cincinnati Police Academy
Spinney Field Complex
800 Evans Street

For more information or an application, call 357-7554

Snacks will be provided!



22 DEC 2005

POLICE CHIEF THOMAS H STRECHER, JR
CINCINNATI POLICE DEPARTMENT

DEAR SIR:

I AM THANKFUL THAT CINCINNATI
POLICE OFFICER CHARES GARDNER
IS MY NEIGABOR.

EARLY IN THE MORNING OF 24 NOV 2005,
THANKS GIVING DAY, A CAR RAN OFF THE
ROAD AND CRASHED INTO MY HOUSE RIGHT
WHERE I WAS SLEEPING. I WAS HIT
AND KNOCKED TO THE BOTTOM OF THE
BED. I WOUND UP ON THE FLOOR WITH
SEVERE BACK PAIN AND WAS UNABLE TO
GET MYSELF OUT.

IN WHAT SEEMED LIKE LESS THAN A
MINUTE, CHARLIE CAME INTO THE HOUSE
AND BEGAN REMOVING DEBRIS TO GET
TO ME. RIGHT AWAY HE TOOK CHARGE OF
THE SITUATION; HE GOT A TOWEL FOR MY
HEAD WOUND; HE CALMED THE DRIVER
DOWN AND FIRMLY TOLD HIM TO STAY PUT
TO PREVENT ANY SHIFTING OF THE
CAR; AND HE CLEARED THE WAY FOR THE
FIRE DEPARTMENT TO GET TO ME.

I AM VERY GLAD CHARLIE GARDNER WAS
THERE FOR ME. YOU CAN BE VERY PROUD
THAT HE IS ON YOUR POLICE FORCE.

SINCERELY, *Hamilton Ford*



WASTE COLLECTION & DISPOSAL SYSTEMS
10795 Hughes Road, Cincinnati, Ohio 45251

December 22, 2005

Thomas H. Streicher, Police Chief
Cincinnati Police Department
310 Ezzard Charles Drive
Cincinnati, Ohio 45214

Dear Chief Streicher,

On Wednesday December 21, 2005, a Rumpke Recycle Truck was struck in the rear as it was parked on Birney at Glade in Mount Washington. Our driver was out of the truck, picking up recycle bins and was not injured but the other party driver was seriously injured while trying to pass our vehicle on the right. During the ensuing investigation, that driver was transported to the hospital and Birney was closed.

I would like to commend three officers for their courtesy and professionalism in dealing with this situation:

Officer Greg Coleman P543
Sgt. Andre Smith S148
PO Joshua Phillips P667

These officers maintained and secured the scene while the squad and E.R. personnel determined the other driver's injuries would not be fatal. They also extended every courtesy to me and another Rumpke accident investigator in photographing the scene and interviewing our driver. It was, once again, a great reassurance to be protected by Cincinnati's Finest in the performance of their duties. Please extend my thanks to these three fine officers for their devotion to duty, courtesy, and professionalism.

Most Sincerely,

A handwritten signature in cursive script that reads "Dan Katt".

Dan Katt, Corporate Loss Control Manager
Rumpke Consolidated Companies
3882 Struble Road
Cincinnati, Ohio 45251
513-741-5237